I. Call to Order:

II. Approval of Absences:

III. Approval of Agenda:

IV. Introduction of Guests:

V. Public Comment on non-agenda items

VI. Disclaimer

Chapter 16, Section 22 of the City of Kalamazoo Code of Ordinance states:

Historical preservation is a public purpose. To serve that purpose, the Historic District Commission is hereby charged with the following responsibilities:

a) The Kalamazoo Historic District Commission is empowered to regulate Work on the exterior of historic resources and non-historic resources in historic districts in the City of Kalamazoo and shall otherwise have all powers invested in Historic District Commissions pursuant to the Local Historic Districts Act, MCLA § 399.201 et seq. 1970 PA 169, as Amended 1992.

b) To regulate Work on resources which, by City ordinance, are historic or non-historic resources located within local historic districts, including but not limited to the moving of any structure into or out of, or the building of any structure in, an historic district.

The following documents are available in the Community Development Department located at 415 East Stockbridge. These documents will help assist property owners in understanding the responsibilities of owning property in a local historic district, MCLA § 399.201 et seq. 1970 PA 169 as Amended 1992 (Michigan Local Historic District Act); Code of Ordinances City of Kalamazoo, Michigan (Chapter 16 - Historic District); Secretary of the Interiors Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings, 1990; Standards and Guidelines for Kalamazoo Historic Districts, and maps of Kalamazoo Local Historic Districts. These documents and maps are also available on the city of Kalamazoo website at [http://www.kalamazoocity.org/local-historic-districts](http://www.kalamazoocity.org/local-historic-districts)

VII. HEARINGS

OLD BUSINESS:

a) 722 West Cedar 5:05pm  Owner: Kal Co Land Bank
    Applicant: Kal Valley Habitat for Humanity
    Style: vacant lot  Built: House demolished May 2018
    Zone: RM-15  Owned since: 1970
    Revised plans for new house
    (IHA11-0327 Old Application)
    Public Comment then Commission Deliberation

NEW BUSINESS:

b) 808-10 West South 5:15pm  Owner: Chris Horvat
    Style: Colonial  Built: 1915
    Zone: RM-15  Owned since: 05/08/1996
    Rebuild deteriorating 3rd floor front (south) gable so it is taller
    (PPZ 18-0012 New Application)
    Public Comment then Commission Deliberation

VIII. Approval of Minutes: May 15, 2018 (Item E)
IX. Administrative approvals - May 8, 2018 to June 12, 2018
   a) No building permit required
      Grand  1209  Gutters, repairs, remove NH false wall at rear
      Sprague  426  bsmt windows to glass block
      Sprague  426  Garage roof & repairs
      Sprague  426  Garage door
      Bellevue  947  Garage doors - build wooden hinged - may be fixed
      WestS  624  Chimney-rebuild front w salvage from rear
      Stuart  435  Rail-griprail for SW/ rear steps
      Oak  533  Porch rails - replicate existing
      Elm  514  Fencing in back (chain link) & front yards (picket)
      Elm  501  Fence
      VineW  829  Fence
      WalnutW  319  Window repair - fire damaged house
      SouthW  905-7  Replace NH front (north) basement door
      RoseN  530  Back lit sign for SE & SW corners of trans center
      SouthW  708  Repair/rehab sashes E&N side of house, exterior trim
      WestS  1408  Replace door damaged in break in w salvaged door
      LovellW  712  Door - front screen door
      Wheaton  528  Fence
      Grand  1213  Window & exterior wood repairs as needed
      Osborne  926  Add storm door on rear NH addition. Replace wdw

   b) Building permit required
      ParkS  911  Roof
      CedarW  530  Roof
      Douglas  520  Roof

X. Other Business

XI. Adjournment Question and comments regarding this agenda or the Kalamazoo Historic District Commission should be directed to the Historic Preservation Coordinator at 337-8804.

A note on quorum and Historic District Commission decisions:
City of Kalamazoo Code of Ordinance – Chapter 16 – Historic District Commission – section 19 states:
“A majority of the members of the Commission shall constitute a quorum. A majority of the appointed members is required to take action on all matters not of an administrative nature, but a majority of a quorum may deal with administrative matters." All applicants should be aware that the minimum of four of the commissioners must vote for a motion for a decision to be made in all actions. Applicants may choose to postpone their review to the next regularly scheduled meeting of the commission before the commission begins their deliberations if fewer than seven commissioners are present. The postponement form is available from the coordinator and must be filled out and signed before the applicant leaves the meeting.

GUIDELINES FOR PUBLIC PARTICIPATION AT HISTORIC DISTRICT COMMISSION MEETINGS
The Historic District Commission recognizes that citizens who make the effort to attend a Commission meeting often feel passionately about an issue. The following guidelines are not meant to discourage individual expression; rather, they exist to facilitate the orderly conduct of business and to ensure that all citizens who wish to address the Historic District Commission are able to do so in an atmosphere of civility and respect.

• Out of respect for business being conducted during the meeting, turn off all cell phones and pagers prior to the meeting.
• Citizens have opportunities to address the Historic District Commission at the following times during a meeting:
• Address Non-agenda items at the beginning of the meeting. If you wish to speak about a specific review, please wait until that review comes to the commission.
• Consideration of Regular Agenda items. Citizens are permitted to speak to the Commission on project reviews after the applicant has made their presentation and prior to the Historic District Commission discussion. The Chair will call for comments from the public.

Streetcar barn – 1301 Cameron – more trusses collapsed
REVIEWS:

Historic District Commission:

✓  HDC cases to 05/08/18 – 67 total

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- 46 no fee
- 11 bldg permit – $35*
- 10 HDC hearing – $85

25 TOTAL $1215

NEW OWNERS in Historic districts* Letters sent June 11, 2018 - 21:

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APPLICATION FOR PROJECT REVIEW

COMPLETE Applications for review at the Historic District Commission meeting must be received by 5:00 pm on the second Tuesday of the month - the meeting is on the third Tuesday of the month. (PLEASE PRINT CLEARLY - See instructions on reverse side)

Applicant: Dangerous Buildings Board
Mailing Address: 415 Stockbridge
City, State Zip: Kal MI 49001

Property Address:_722 West Cedar

Historic District: _South St-Vine Area

Mailing Address: _722 W. Cedar
City, State Zip: _Kal MI 49007

Phone: _269-337-8447
Phone: _N/A

Fax: _269-337-8513
Fax: _N/A

Email: suwarskyr@kalamazoocity.org
Email: _N/A

Proposed Work: Use additional sheets to describe work if necessary

N/A This property has at least one working smoke detector for each dwelling unit. (Owner or applicant's initials) (Required). See back

Applicant's Signature: _______________________________ Date: ______________

Owner's Signature: _______________________________ Date: ______________

(If different)

---For Historic Preservation Coordinator's Use Only---

Case Number: _IHA 11-0327 HDC
Date Received*: _12/05/2011
Complete application _12/05/2011

REFERRED TO:

COMMISSION
Meeting Date: _12/20/2011
COMMENTS: _______________________________

ADMINISTRATIVE
Staff Review Date: ______________
COMMENTS: _______________________________

Approve in Concept Date: / / / Withdrawn
Letter mailed / / /

FINAL ACTION
[ ] Approve [ ] Site Visit [ ] Approve w/Conditions [ ] Deny [ ] Postpone [ ] Withdrawn
ACTION DATE / / /

Certificate of Appropriateness Issued / / /
Notice of Denial with appeals information / / /
Notice to Proceed / / / Comments _______________________________
Proposed site plan for 722 W. Cedar Street and 427 Locust Street
The site plans below show the proposed orientation and location of the two new homes on the properties. Locations are not precise and subject to review by the HDC.
Proposed site plan: oblique view from southwest

Homes shown are potential designs

Potential house designs
Below are two potential house plans for the site. They are rough plans meant to compliment the surrounding historic structures, and are only examples of the type and sizes of homes that KVHH can build.
(1) 722 W. Cedar (photos 2014) SE corner - DEMOLISHED
(3) 423 Locust - house to the north on Locust
(2) 718 W. Cedar - House to the south
(4) 802 W. Cedar - House to the west across Locust
APPLICATION FOR PROJECT REVIEW

STAFF COMMENTS

Property address 722 West Cedar
Applicant Kalamazoo Valley Habitat for Humanity
Owner Kalamazoo County Land Bank
Received May 23, 2018
CASE # IHA 11-0327
Year built: vacant lot
Owned since present
Meeting date: June 19, 2018

Previous reviews (HDC = commission meeting; Admin = administrative approval):
2007 – Roof to Standards (Kalamazoo Neighborhood Housing Services) Admin
2011 – Application to demolish existing house per DBB order.
2014 – Approve in concept raze existing house, new house to be built on site by Kalamazoo Valley Habitat for Humanity
2014- fall 2017 – resolving ownership/tax issues between land contract buyer & seller and KVHH.
2017 – Notice to Proceed with demolition 06/08/2017

Historic District South St – Vine Area
Zoning RM-15 (Residential, Multi-Dwelling)
Additional Permits required – Building permit
Rental History: House was a two unit rental in the 20th century, razed in May 2018

Proposed Work: Construct new house for Kalamazoo Valley Habitat for Humanity

Observations:
• New construction (depending on whether one or two houses are built on the lots) may require a zoning variance. The zoning official has indicates that a variance will likely be approved.

Applicable Criteria - Secretary of the Interior Standards for Rehabilitation
#10 New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
   The new house aligns with the setback of the adjacent houses and is a compatible design in height and dimensions.

COMMISSION ACTIONS (Motions):
a. Approve the new design for the house as meeting Standard 10.
b. The commission could postpone to ask for more information:
   i. ________________________________
   ii. ________________________________
c. The commission could deny the new construction as not complying with Standard 10.

HDC Meeting 06/19/2018  7 of 8
The Secretary of the Interior’s Standards for Rehabilitation

The Secretary of the Interior’s Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
APPLICATION FOR PROJECT REVIEW – Historic District Commission Hearing

COMPLETE Applications for review at the Historic District Commission meeting including payment of the $85 hearing fee must be received by NOON on the 2nd Tuesday of the month- the meeting is on the 3rd Tuesday of the month.

(PLEASE PRINT CLEARLY - See instructions on reverse side)

Property Address: 808 W South St
Historic District: [X] South/Vine [ ] Stuart [ ] West Main Hill [ ] Rose Place [X] Haymarket

Applicant: Chris Horvath
Mailing Add. 810 W South St
City State & Zip: Kalamazoo, MI 49007
Phone: 970-757-6777
Email: cgh52@yahoo.com

Contractor: John Hazelhoff

Work to be done by owner

Proposed Work: Use additional sheets to describe work if necessary

See attached sheet repair & enlarge front

(_____ ) This property has at least one working smoke detector for each dwelling unit.

Applicant's Signature: __________________________ Date: 6/12/18
Owner's Signature: __________________________ Date: __________________________

(If different)

For Historic Preservation Coordinator's Use Only-

Case Number: PPZ - 18-0012
Zoning RM-15 Year built: 1915
Owned since 05/08/1996

COMMISSION
Meeting Date: 06/19/2018
COMMENTS:

Approve in Concept Date: ____________ Letter mailed ____________

FINAL ACTION
[ ] Approve [ ] Site Visit [ ] Approve w/Conditions [ ] Deny [ ] Postpone [ ] Withdrawn

ACTION DATE ____________

Certificate of Appropriateness Issued ____________
Notice of Denial with appeals information ____________
Notice to Proceed ____________ Comments ____________

Revised April 26, 2017

HDC Mtg 06/19/18
- double hung wooden windows to HDC standards
- frame + casing to match

> cedar shingles to match 2nd floor

> replace (original is in very poor condition)
Historic Preservation Coordinator  
KALAMAZOO HISTORIC DISTRICT COMMISSION

APPLICATION FOR PROJECT REVIEW  
STAFF COMMENTS

Property address  808-10 W. South  
Applicant  Chris Horvat  
Owner  Chris Horvat  
Received  6/12/18

CASE # PPZ 18-0012  
Year built: 1915  
Owned since 05/08/1996  
Meeting date: June 19, 2018

Previous reviews (HDC = commission meeting; Admin = administrative approval):  
1999 – Gable alteration approved in concept (Different plan than current proposal) (HDC)  
2004 – Replace NH single lite kitchen window with operating double hung (Admin)  
2006 – Replace deteriorated back yard picket fence with 6' tall shadow fence (Admin)  
2008 – Front porch columns, gutters as needed, W side porch rail, missing windows (Admin)  
2010 – Storm windows (Admin)  
2011 – Front/south stair guardrail, Replace siding & window casings to match (Admin)  
2009 – Remove severely deteriorated chimney (HDC)  
2012 – Storm windows (Admin)

Historic District  South Street – Vine Area  
Zoning  RM-15 (RM-15 Residential, Multi-Dwelling)

Additional Permits required – Building

Rental History: Certified rental – lower unit is rental

Proposed Work:  
Add taller gable to replace short, deteriorating south facing (front) gable on the 3rd floor

Observations:  
• The structural members of the existing gable are beginning to fail and are sagging.

Applicable Criteria  
Secretary of the Interior Standards for Rehabilitation

1) A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2) The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3) Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4) Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider: 1) The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.

HDC Mtg 06/19/18
Page 5 of 8
(5) Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

(6) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

The enlarged gable represents a minimal change to allow better use of the attic.

COMMISSION ACTIONS (Motions):

a. Approve the enlarged gable as specified. The plan substantially complies with Secretary of the Interior Standards #6. Approval of any final details to be delegated to the historic preservation coordinator.

b. The commission could postpone with the applicants consent, to ask for more details. The applicant will need to be present for review at the next scheduled Historic District Commission meeting.

c. The commission could deny, based on Secretary of the Interior Standard #1-6.

Secretary of the Interior's Standards for Rehabilitation

The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

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5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

(Chapter 16) (d) When reviewing plans, the Historic District Commission shall consider: 1) The Secretary of Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings"; (2) Local design guidelines; (3) The historical or architectural value and significance of the structure resource and its relationship to the historical value of the surrounding area; (4) The relationship of the exterior architectural features of such structure resource to the rest of the structure resource and to the surrounding area; and (5) The general compatibility of exterior design, arrangement, texture and materials proposed to be used; (6) Any other factor, including aesthetic, which it deems to be pertinent.
(1) 808-10 W. South photos March 2018 front half of attic
(3) Gable from the interior – left/east

(2) Gable from the interior
(4) Gable from the interior – right/west
I. CALL TO ORDER

Mr. Fletcher called the meeting to order at 4:57 p.m.

II. APPROVAL OF ABSENCES

Mr. Oudsema made a motion to approve B. J. Shell’s absence for the May 15, 2018 Historic District Commission meeting. The motion was supported by Ms. Underwood and passed unanimously.

III. APPROVAL OF AGENDA

Ms. Ferraro asked that a discussion of the drawings for 218 Allen Boulevard be added to the agenda under Other Business. Mr. Mitchell, supported by Mr. Grayson, made a motion for the approval of the agenda, as amended, for the May 15, 2018 Historic District Commission meeting. With a unanimous vote, the motion carried.

IV. PUBLIC COMMENT ON NON-AGENDA ITEMS

None

V. DISCLAIMER

Ms. Ferraro read the disclaimer into the record.
VI. HEARINGS

OLD BUSINESS

None

NEW BUSINESS

a) 714 Locust Street     Owner: Bob Noble
Style: Italianate     Built: 1886
Zone: CN-1     Owned since: 11/22/95
Replace deteriorated front door with similar fiberglass door to fit existing opening
(PPZ 18-0010            New Application)
Public Comment then Commission Deliberation

Mr. Bob Noble was present as the owner of the property. The existing front door, which is made of wood and original to the home, is deteriorated and not weather-tight. Additionally, the door can be removed easily, as there are problems with the door hinges. The brass plate behind the doorknob does not cover any wood. The existing opening for the door is 32” wide x 81” high. Mr. Noble has attempted to find a replacement wooden door at both Home Depot and Menards, but has only been able to find doors with a minimum width of 36” and the door opening cannot be enlarged. As a result, he is seeking approval from the HDC to purchase an insulated, prebuilt fiberglass door which would mimic the look of wood. Metal doors are currently prohibited by the Secretary of Interior Standards, but fiberglass doors are not mentioned, as the Standards were written in the 1990’s. Discussion ensued, during which Mr. Mitchell suggested that Mr. Noble contact Carter Lumber or Woodwork Specialties to see if perhaps a wooden door would be available for a reasonable rate. Mr. Oudsema pointed out that he believed the existing historical door could be repaired for roughly the same amount of money that it would cost to purchase a brand new fiberglass door. Mr. Grayson asked Ms. Ferraro if she was concerned about an approval to the project creating a precedent for future Commission decisions, but she did not believe that it would be an issue, as each project is reviewed on a case-by-case basis.

A motion was made by Mr. Oudsema, supported by Mr. Grayson, to approve the replacement of the door as specified, as the plan substantially complies with the Secretary of the Interior Standard #6. Approval of any final details will be delegated to the Historical Preservation Coordinator. A roll call vote was taken and the motion passed with the following results:
Ayes (4) – Mr. Mitchell, Mr. Grayson, Mr. Oudsema and Mr. Fletcher
Nays (2) – Mr. Berg and Ms. Underwood
VIII. APPROVAL OF MINUTES

Mr. Oudsema, supported by Mr. Berg, moved to approve the minutes for the April 17, 2018 Historic District Commission meeting. The motion passed unanimously.

IX. ADMINISTRATIVE APPROVALS

No building permit required:
   a) 320 East Michigan – Mail box, doors on storefronts
   b) 1213 Grand – Chimney repairs and new cap
   c) 1324 West S – Fence on west property line
   d) 602 McCourtie – Fence on east property line
   e) 447 West South – Roof- Flat on read addition
   f) 471 West South – Repointing
   g) 824 South Westnedge – Remove canopy, clean façade, add canister down lights
   h) 715 Eleanor – Fence extension
   i) 225 West Walnut – Stair guardrail on front porch
   j) 206 Woodward – Repair exterior wood to match before painting
   k) 1535 Grand – Reconfigure NH rear windows on the first floor
   l) 445 Forest – Signs – Window graphics
   m) 907 West South - Gutters

Building permit required:
   a) 120 West Dutton – Roof, wood and window repairs, porch, gutters
   b) 124 West Dutton – Roof, wood & window repairs, porch rebuild, gutters
   c) 128 West Dutton – Roof, wood & window repairs, gutters
   d) 100 Monroe - Roof

There were no questions or comments from Commission members regarding these agenda items.

X. OTHER BUSINESS

   a) Ms. Ferraro requested that this item be added to the agenda. She presented the latest plans for the proposed ramp at 218 Allen Boulevard. Mr. McNutt, Kalamazoo City Building Official, did not approve the original ramp drawing as presented. These new plans now show a massive rear ramp involving three switchbacks. At the April 2018 HDC meeting, the ramp was approved with the final details being left to the discretion of the Historic Preservation Coordinator and that the building official needed to approve the landing size and other details to comply with the building code for barrier free ramps. However, the new plans are so enlarged that Ms. Ferraro felt she needed to bring it back to the Commission for further review. The consensus was that, if the new plans are approved by Mr. McNutt, Ms. Ferraro can move forward with approval of the details, unless she feels at any time that there is a compelling reason to bring the property owner back in front of the Commission.
XI. ADJOURNMENT

Mr. Oudsema moved to adjourn the meeting, supported by Mr. Berg and approved unanimously.

The meeting adjourned at 5:41 p.m.

Submitted by: _________________________________ Date: _______________________
Recording Secretary

Reviewed by: _________________________________ Date: _______________________
Preservation Coordinator

Approved by: _________________________________ Date: _______________________
HDC Chair